

DD/A Registry  
File*Approp Budget*

13 APR 1976

MEMORANDUM FOR: Deputy Director for Administration

STATINTL

FROM : [REDACTED]  
Chief, Real Estate and Construction Division, OL

VIA : Director of Logistics *627*

SUBJECT : Transfer of Funds for the Special Printing Plant

REFERENCE : Utd Memo to C/PS/DDA fm D/L; Subject: FY 1976  
Unfunded Requirements

Jack:

In accordance with the DD/A directive, this is to advise that \$100,000 in OL funds is being transferred to GSA for the special printing plant reconfiguration on the ground floor of the Headquarters Building. This amount is below the Agency estimate of \$134,000 in order to preclude overfunding pending GSA receipt of actual bids. In addition, \$21,700 will eventually be obligated through the Logistics Services Division to restore the 7G Printing Plant area to office space. This totals the \$155,700 project amount cited in the reference.

It should be noted that total funding for this project is made up of \$65,000 reallocated for HVAC Phase II in the RECD budget, plus \$90,700 sent forward as an unfunded requirement in separate correspondence.

STATINTL

[REDACTED]

cc: OL/B&amp;FB

**ADMINISTRATIVE - INTERNAL USE ONLY**

15 APR 1976

MEMORANDUM FOR: Chief, Plans Staff, DD/A

FROM : Michael J. Malanick  
Director of Logistics

SUBJECT : FY 1976 Unfunded Requirements

REFERENCES : (a) Memo dtd 16 Jan 76 to PS-DD/A  
fm D/L, same subject

(b) Memo dtd 8 Mar 76 to PS-DD/A  
fm D/L, same subject

(c) Memo dtd 10 Dec 75 to DD/A  
fm D/L; Subject: Funding  
Requirements for Consolidation  
of Headquarters Printing  
Facilities

1. The Office of Logistics (OL) unfunded requirements are set forth in reference (a) and (b). In addition to these requirements, one additional requirement should be included as follows:

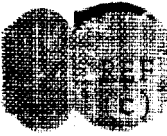
Consolidation of Headquarters Printing  
Facilities \$90,700

2. In reference (c), OL set forth planned renovations and cost estimates for the consolidation of Headquarters printing facilities. As stated in paragraph 6 of reference (c), \$65,000 will be funded from Phase II HVAC, and \$90,700 would be initially funded from within OL to be replaced later in the fiscal year. OL is now forwarding to GSA a work order requesting that the renovations outlined in reference (c), which will be contracted out, be undertaken. The total funding requirement will not be known until GSA completes the contract negotiations.

  
Michael J. Malanick

STATINTL

**ADMINISTRATIVE - INTERNAL USE ONLY**



10 FEB 1975

MEMORANDUM FOR: Deputy Director for Administration

SUBJECT : Funding Requirements for Consolidation of Headquarters  
Printing Facilities

1. In order to proceed with the consolidation of the Office of Logistics, Printing and Photography Division (P&PD) printing facilities in Headquarters, funding arrangements for both equipment purchase and construction must be made.
2. As part of the package designed to upgrade the capabilities of the new consolidated plant and to enhance close support to the Office of Current Intelligence (OCI), certain equipment purchases will be made. A new two-color press (\$70,000) will be installed. The press will considerably increase response time and provide additional color capability for critical publications. The existing 19" x 25" press will be moved from the seventh floor to supplement and provide backup to the two-color press. New bindery equipment (\$18,000 for an additional four stations for the collator; \$12,000 for a new stitcher; \$8,000 for a folder for the "newspaper") will provide a new capability and will remove restrictions on the number of pages that can be accommodated now in the Special Printing Plant (SPP) for certain OCI publications. A new phototypesetter (Photon Mark II at \$28,000) will be purchased for the typesetting support of OCI in their space on the seventh floor.
3. Funding for all items except the two-color press can be accommodated with the existing P&PD equipment budget. The press will be refunded by reprogramming within the Office of Logistics.
4. The relocation of the SPP from the 7G area to GJ-56 requires renovation to accept the new equipment layout and a completely revised heating, ventilating, and air-conditioning (HVAC) system. This area is presently a two-shift 5-day per week operation which is served by the house system (Air Handler 19) and a small supplemental air handler which is marginal for the current operation. OCI requirements on the SPP dictate a 24-hour per day operation. It is uneconomical to run Air Handler No. 19, which serves approximately 25 percent of the ground and first floors, to support this small area. Since extensive HVAC ducting is

OL 5 6156

**SUBJECT: Funding Requirements for Consolidation of Headquarters  
Printing Facilities**

required in the overhead, the ceiling lighting system is to be revised to improve the lighting level at this time. The proposed renovations implement the proposed consolidation as well as correcting the unsatisfactory HVAC aspects of the 7G printing operation environment and increase the overall capability of this P&PD facility.

**5. Estimated costs for renovations:**

6G-56 Renovation

Architectural	\$ 25,000
Electrical	14,000
HVAC	53,000*
Plumbing/Equipment Installation	10,000
Major Equipment Relocation	5,000
A-E (Design)	7,000*
GSA Fees, Changes, and Contingency fees	<u>15,000</u>
	<b>\$134,000</b>

\* Total \$65,000 (see paragraph 6 below)

7G Restoration to typical office space  
(using in-house design and use of  
GSA Group Forces)

Architectural	\$ 16,700
Electrical	<u>5,000</u>
	<b>\$ 21,700</b>
<b>TOTAL COST</b>	<b>\$155,700</b>

6. The complete design and the HVAC installation (\$65,000) will be accomplished under the Phase II HVAC contract already funded through GSA. Funding for the remaining work (\$90,700) will be initially funded from within the Office of Logistics with a possible requirement to the DD/A for replacement funding later in the fiscal year.

*Michael J. Malanick*  
Michael J. Malanick  
Director of Logistics

**Distribution:**

Orig. & 1 - Addressee

1 - OL/RECD (Official)

1 - OL/RECD/HEB

OL/RECD/HEB/ [REDACTED] s11:ejw/7543

1 - OL/P&PD

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1 - OL Files

(10 Dec 75)

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# ROUTING AND RECORD SHEET

SUBJECT: (Optional)

## UNFUNDED REQUIREMENTS

FROM:

DDA/PLANS STAFF

EXTENSION

NO.

DATE

30 APRIL 1976

25X1A

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S  
INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1.

DD/A

30 APR 1976

Mr. Blake:

The Comptroller has been advised of this requirement and has it listed on the FY 1976 unfunded requirements list. Hopefully they can release funds to the DD/A after the Comptroller's Meeting in May.

We still have \$170,000 blocked in Commo. However, we have other "hard" unfunded requirements in Log and OC.

You could release part of the \$170,000 now or sit tight and see what the Comptroller elects to do in the May meeting.

10.

STATINTL

11.

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STATINTL

FORM  
3-62

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## ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Transfer of Funds for the Special Printing Plant

FROM:

Chief, Real Estate and Construction  
Division, OL  
2F09 [REDACTED] Building

EXTENSION

NO.

DATE

25X1A

TO: (Officer designation, room number, and building)

DATE

OFFICER'S  
INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

RECEIVED

FORWARDED

1. Director of Logistics  
2C02 [REDACTED] Building

12 APR 1976

15 APR 1976

*ky*

2.

3. Deputy Director for  
Administration  
7D26 Headquarters Bldg.

4.

5.

*Registry*

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